

**VILLAGE OF COTTAGE GROVE
VILLAGE BOARD OF TRUSTEES
Monday, August 29, 2016**

MINUTES

1. Call to order

The August 29, 2016 regular meeting of the Village Board of Trustees was called to order at 6:31 p.m. by Village President Jack Henrich.

2. Determination of quorum and that the agenda was properly posted.

It was determined that there was a quorum of members present and that the agenda was properly posted. Village Board members present were: Troy Allen, Jack Henrich, Alex Jushchyshyn, Jennifer Pickel, John Williams. Kyle Broom and Harvey Potter were absent and excused. Staff present were Village Clerk Lisa Kalata, Administrator Matt Giese, Police Chief Dan Layber, Director Parks, Recreation & Forestry Sean Brusegar, Village Planner Erin Ruth, Village Treasurer Deb Winter.

3. Pledge of Allegiance.

4. PUBLIC APPEARANCES – *Public's opportunity to speak about any subject that is not a specific agenda item.*
None

5. Discuss and consider the minutes of the regular Village Board meeting of August 15, 2016.

Motion by Williams to approve the minutes of the regular Village Board meeting of August 15, seconded by Allen.

Motion carried with a voice vote of 4-0-1 with Pickel abstaining.

6. Presentations to the Board-None

7. Unfinished Business

- a. Discuss and consider Deer-Grove EMS special event services/fees.

Motion by Williams to table the Deer-Grove EMS special events services/fees at this time, seconded by Pickel. **Motion** carried with a voice vote of 5-0-0.

- b. Discuss and consider requirement for fire hydrant at Rainbow Child Care Center.

After much discussion it moved to be tabled. **Motion** by Pickel to table requirement for fire hydrant at Rainbow Child Care Center until the next board meeting, seconded by Henrich. **Motion** carried with a voice vote of 3-2-0 with Allen & Jushchyshyn voting No.

- c. Discuss and consider approving Resolution 2016-06; A Resolution to make the Village of Cottage Grove a Dementia Friendly Community.

Motion by Henrich to approve Resolution 2016-06; A Resolution to make the Village of Cottage Grove a Dementia Friendly Community, seconded by Williams. **Motion** carried with a voice vote of 5-0-0.

8. New Business

- a. Discuss and consider Sound Amplification Permit from Andy LeDuc of 309 Southing Grange for September 24, 2016.

Motion by Pickel to approve the Sound Amplification Permit for Andy LeDuc of 309 Southing Grange for September 24, 2016, seconded by Williams. **Motion** carried with a voice vote of 5-0-0.

9. Reports from Village Boards, Commissions & Committees

- a. Deer Grove EMS Commission

- i. Discuss and consider directing the EMS Commission Chair to create an anonymous survey regarding the proposed merger with Marshall EMS for distribution to all DGEMS members.

Motion by Pickel to table until there is more information available for the public, seconded by Jushchyshyn. **Motion** carried with a voice vote of 5-0-0.

- b. Finance & Personnel Committee

- i. Review draft of a Village 5-year Financial Management Plan.

Greg Johnson from Ehlers was present to explain the draft of the 5-year Financial Management Plan. The process is to provide a comprehensive financial management plan for the Village that would also help guide the budget process for the next 5 years.

- ii. Discuss and consider providing general direction and guidelines for the 2017 budget.

Village Administrator, Matt Giese explained the current tax levy and how the increase in equalized value will help to keep the 2017 tax levy flat. **Motion** by Pickel to accept the recommendation of the Finance & Personnel committee to keep the village tax rate flat for 2017, seconded by Henrich. **Motion** carried with a voice vote of 5-0-0.

c. Flynn Hall Committee-No Report

d. Parks, Recreation & Forestry Committee

Pickel reported that 95% of the ash trees have been treated. Sean will be posting a video on the treatment process on the website. There are also tags on the trees that have been treated. The program guides are out for the fall and winter, and there are more adult fitness classes. Music in the Grove has been well attended this year, the last one for the season will be September 15, 2016 at Dublin Park. The committee meetings will be moving to the 3rd Wednesday of the month, but will remain at 5:00 p.m.

10. Reports from Village Officers:

a. Troy Allen-None

b. Kyle Broom-Absent.

c. Alex Jushchyshyn-None

d. Jennifer Pickel-None

i. Update of current activities involving the Monona Grove School District.

The kids will be back in school this week and fall sports have begun. Good luck to all students and athletes.

e. Harvey Potter- Absent

f. John Williams -Joint Fire meeting is this Wednesday, August 31,2016.

g. Jack Henrich

i. Discuss and consider the appointment of Mike Hackel to the Utility Commission.

Motion by Henrich to appoint Mike Hackel to the Utility Commission, seconded by Jushchyshyn. **Motion** carried with a voice vote of 5-0-0.

h. Attorney Lee Boushea-Absent

i. Administrator Matt Giese

Clark Corp has given 90 days' notice that they will be leasing part of the Municipal Services Building for one more year. The website will be going live on September 6, 2016. The PSC will be hearing the water rate case on September 19, 2016. We did get the Gaston Road right away permit from the Town of Cottage Grove and the project is moving forward.

j. Director of Planning and Development Erin Ruth-None

11. Communications and Miscellaneous Business

a. Consider approval of vouchers

Motion by Pickel to approve the Village portion of the vouchers in the amount of \$112,468.74, seconded by Jushchyshyn. The check sequence goes from check #41071 to check #41137. **Motion** carried with a voice vote of 5-0-0.

b. Correspondence-None

c. Future agenda items

EMS fee schedule

EMS survey

Hydrant at Rainbow Child Care Center

Dane Com

Presentation from Ken Herdeman from Ehlers

Update on TID#5 from Ruedebusch

12. Closed Session – The Village of Cottage Grove Village Board will enter into Closed Session pursuant to Wisconsin State Statute §19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility – Recreation Supervisor

Motion by Henrich to enter into closed session at 8:45 p.m., seconded by Pickel. **Motion** carried with a roll call vote of 5-0-0.

13. Reconvene into open session and possible consideration of closed session items.

Motion by Pickel to reconvene to open session at 9:05 p.m., seconded by Henrich. **Motion** carried with a roll call vote of 5-0-0. No action was taken at this time.

14. Adjournment

Motion by Williams to adjourn at 9:06 p.m., seconded by Pickel. **Motion** carried with a voice vote of 5-0-0.

Lisa Kalata, Clerk

Village of Cottage Grove

Approved: September 19, 2016

These minutes represent the general subject matter discussed in this meeting but do not reflect a verbatim documentation of the subjects and conversations that took place.